

Docket Currency/Case Management Workgroup “Kick off” Meeting  
Minutes  
Oct. 30, 2015

**Present**

Rebecca Absey  
Lee Ann Barnhardt  
Jean Delaney  
Tom Gehrz  
Judge Dann Greenwood  
Jay Greenwood  
Scott Johnson  
Judge Gary Lee  
Judge John McClintock  
Judge David Nelson  
Rod Olson  
Carolyn Probst  
Judge (Ret.) Allan Schmalenberger - Chair  
Judge Robin Schmidt  
Judge Jay Schmitz  
Cammie Schock  
Jeff Stillwell  
Referee Dale Thompson  
Donna Wunderlich  
Larry Zubke

**National Center for State Courts (NCSC)**

Patti Tobias  
Nial Raaen

**Faculty**

Judge Stephen Dunn, Idaho  
Judge John Storck, Wisconsin  
Jean Bousquet, Chief Information Officer, Wisconsin Court System

**Welcome:** Chief Justice Gerald VandeWalle welcomed the group and gave a brief overview of the current docket currency standards and the history of case management in North Dakota.

**Introduction:** Chair Schmalenberger introduced the participants, explained the purpose and function of the workgroup and its charter. He noted that the workgroup’s efforts will focus on the following: Administrative Rule 12, *Model Time Standards*, best practices, education programs, and a “dashboard” for judges.

### **Session 1:**

Patti Tobias and Nial Raaen presented on the principles of caseflow management including an introduction to the *Model Time Standards* and *CourTools* which are products of NCSC. They recommended identifying reasons for delay in case processing or impediments to good caseflow practices. Areas to consider are state's attorney and defense bar shortages and delays in pre-sentence investigation reports, state lab reports, or evidentiary work by law enforcement. They also discussed differentiated case management practices. Action items from this session were to review existing standards in North Dakota and to develop a communications plan and strategy for implementing changes to caseflow management practice.

### **Session 2:**

Judge Dunn reviewed the Idaho Advancing Justice Committee's approach to case management. He talked about the importance of intermediate time standards, keeping litigants informed about all phases of a case and procedural fairness.

### **Session 3:**

This session looked at other states' approaches to caseflow management. Examples from Utah and Idaho included statewide training for lawyers, and clerks of court and publishing statewide results on docket currency.

### **Session 4:**

Donna Wunderlich reviewed current caseflow related reports available in Odyssey and how the Units are using the reports to assist with case management.

### **Session 5: J**

Judge Storck and Jean Bousquet provided an introduction to the judicial tools/dashboard used by judges in Wisconsin to help them manage caseflow/workflow.

### **Action Plan:**

Create three sub-committees to work on various aspects of the case management plan. Those sub-committees will be Standards and Practice, Technology and Education.

A motion was made by Judge David Nelson to request that the Chief Justice approve the State Justice Institute (SJI) Grant Application for the Caseflow Management Project Work Plan. The motion was seconded by Judge Dann Greenwood. The motion was unanimously approved.